



ILLINOIS HIGH SCHOOL
ASSOCIATION

New Administrator Training

Matt Jensen, Director of Technology

IHSA.org

<https://www.ihsa.org>



ILLINOIS HIGH SCHOOL
ASSOCIATION

Key Areas IHSA Website

The IHSA website contains calendar, ticket, tournament, news, scores, etc.

- **Sport & Activity Information**
 - Tournament sites, seeds, dates & times, scores, and schedules
 - Terms & conditions, manuals for schools and managers, rules presentations
 - Historical records, advisory committee and calendars
- **Schools / Resources**
 - School directories including staff contact information
 - Enrollments, co-ops, open dates, and classifications
 - Sportsmanship, State Programs, Diversity Education, merchandising, awards
- **Other Areas**

IHSA.org

https://www.ihsa.org

Sports & Activities



ILLINOIS HIGH SCHOOL
ASSOCIATION

All State Series Information

Historical Records

Tournament Info / Location
Scores/Standings

Announcements

Rules, Terms & Conditions,
Software Used

IHSA.org
<https://www.ihsa.org>



ILLINOIS HIGH SCHOOL
 ASSOCIATION

School Directory

Detailed School View

School Directory

Schools

Select first letter of city or school: A B C D E F G H I J K L M N O P Q R

Index of Member Schools

* Last updated at 10:58 am on Friday, July 8, 2022

[Fairbury \(Prairie Central\)](#)
[Fairfield](#)
 — Faith Bible Christian Academy, see [Bosamond \(Faith Bible Christian Academy\)](#)
 — Faith Christian, see [Oxon \(Faith Christian\)](#)
 — Families of Faith Christian Academy, see [Channahon \(Families of Faith Christian Academy\)](#)
[Farina \(South Central\)](#)
[Farmer City \(Rural Ridge\)](#)
[Farmington](#)
 — Farragut, see [Chicago \(Farragut\)](#)
 — Father McGivney, see [Glen Carbon \(Father McGivney\)](#)
 — Fenger, see [Chicago \(Fenger\)](#)
 — Fenton, see [Bensenville \(Fenton\)](#)
 — Fenwick, see [Oak Park \(Fenwick\)](#)
 — Fieldcrest, see [Minook \(Fieldcrest\)](#)
 — First Baptist Academy, see [O'Fallon \(First Baptist Academy\)](#)
 — First Baptist Christian, see [Danville \(First Baptist Christian\)](#)
[Fisher](#)
[Ethian \(Oakwood\)](#)
[Flanagan \(F. Cornell\)](#)
[Flora](#)

Farmington

* Last updated at 11:09 am on Friday, July 8, 2022

[Print this page](#)

Background Information

[Season Summaries](#)
 (Titles, Won-Lost Records, and Head Coaches)

Farmington High School
 310 N. Lightfoot Rd. (Google, map, other, maps)
 Farmington, IL 61531

Phone: 309-245-1000
 Fax: 309-245-9163
 School Web Site: www.dst265.com

NOTE: Variance requested and approved for 12 out-of-district special education students.

Enrollment: 410
 Conference(s): Prairie/land
 Nickname(s): Farmers (boys), Farmers (girls)
 Colors: Purple/Gold
 School Type: Public Coed
 County: Peoria
 Cities in District: Farmington 3,000; Trivoli 300; Hanna City 1,360; Yates City 860
 Board Division: 4, Legislative District: 12

Administration

IHSA Official Representative: Jeff Otto jotto@dst265.com
 phone 309-245-1000 6071
 Superintendent: Zac Chatterton zchatterton@dst265.com
 Principal: Dennis McMillan dmcmillan@dst265.com

softball

Type	Date	Year	School	Home/Away	Contract
Regular	5/2/23	2022-23	Mackinaw (Deer Creek M.)	Home	1 or 2 yr.
Tournament	3/29 & 3/30	2022-23	Joliet (West)	Home	1 or 2 yr.
Tournament	3/20, 3/21, 3/22, 3/23	2022-23	Barrington	Home	
Regular	3/28, 29, 30, 4/6, 8, 12, 24	2022-23	Biggsville (West Central)	Either	1 or 2 yr.

Contact AD Mitch Holmgren if interested in this date: 309-359-9071

Joliet West is looking to possibly expand the WJOL softball tournament on 3/29 & 3/30 to 12 teams. We would need 2 more teams for this expansion. If interested or for more information, please contact smillsaps@jths.org

Barrington High School is looking for one team to fill the Spring Filing Softball Tournament the week of 3/20. If interested please contact Kevin Kienzie at kkienzie@barrington220.org for more information.

We are wanting to add competitive games this coming season, preferably home games this season to help balance out our schedule. We made it to the Super-Sectional game last year and will be returning seven starters and hope to have as successful season as we did last year. Contact Joel Zaiser at zaiserj@barrington220.org if any interest.

Open scheduling dates

Co-op information including end date

Fun With Google Earth

Want to work with all schools on a single Google Earth to give it a try.

Apollo

President: Matthew Hutchison, [Taylorville](#)
 Contact: Jason Hadley, [Taylorville](#)
 Web site: www.apolloconference.com

Member Schools

[Charleston](#)
[Eflingham \(H.S.\)](#)
[Lincoln](#)
[Mahomet \(M.-Seymour\)](#)
[Mattoon](#)
[Mt. Zion](#)
[Taylorville](#)

Big Northern

* Last updated at 8:52 am on Monday, July 11, 2022

[Print this page](#)

The following cooperative teams have been reported to the IHSA Office.

If your coop is not listed, please contact [Emma Castrans](#)

Softball

Host School	Other School(s) in Coop	Coop Ends
Amoy	Ohio	2023
Adrian Heights (Christian Liberty Academy)	Northfield (Christian Heritage Academy)	2023
Astoria	Tatle Grove (VIT)	2023
Beecher City	Copwin (C.-Harrick)	2023
Brimfield	Elmwood	2023
Buffalo (Tri-City)	Mt. Pulaski	2023
Cerro Gordo	Niantic (Sangamon Valley)	2023
Chicago (Acero/Sato)	Bement	2023
Chicago (ASPIRA/Business and Finance)	Decatur (D. Lutheran)	2023
Chicago (ASPIRA/Early College)	Chicago (Acero/Garcia)	2023
Chicago (Perspectives/IT Math & Science)	Chicago (ASPIRA/Early College)	2023
	Chicago (Perspectives/Joslin)	2023

Conference Information

IHSA.org

<https://www.ihsa.org>



ILLINOIS HIGH SCHOOL
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Resources

[Resources](#)

Resources

[COVID-19](#)

[Coaches' Education](#)

[Download Center](#)

[Equity Center Title IX](#)

[Sports Medicine](#)

[Awards & Recognition](#)

[Sportsmanship](#)

[IHSA Calendar](#)

[Video](#)

[Merchandise](#)

[Digital Tickets from GoFan](#)

[State Programs](#)

[Diversity, Equity, and Inclusion \(DEI\)](#)

[Coaches' Education](#)

- ▶ [Coaching Certification \(ASEP\)](#)

[Sports Medicine](#)

- ▶ [Sports Medicine Advisory Committee](#)
- ▶ [Health & Well Being Topics](#)
- ▶ [Performance-Enhancing Drugs & Steroid Education](#)
- ▶ [Concussion](#)
- ▶ [Resources](#)

[Equity](#)

- ▶ [Purpose](#)
- ▶ [Resources](#)
- ▶ [Related Links](#)

[DIGITAL TICKETS from GoFan](#)

- ▶ [Buying & Redeeming Tickets](#)
- ▶ [Buy tickets](#)

[STATE PROGRAMS](#)

[Sportsmanship](#)

- ▶ [DWR! Advisory Committee](#)
- ▶ [Do What's Right!](#)
- ▶ [Add A. Tude](#)
- ▶ [Student Section Showdown](#)

[Downloads](#)

- ▶ [Forms](#)
- ▶ [Documents](#)
- ▶ [Graphics](#)
- ▶ [Education](#)

[Events Calendar](#)

[Awards & Recognition](#)

- ▶ [IHSA All-State Academic Team](#)
- ▶ [NFHS Spirit of Sport Award](#)
- ▶ [Do What's Right! Sportspersons of the Year](#)
- ▶ [Do What's Right! Sportsmanship Banner Award](#)
- ▶ [IHSA Team Academic Award](#)
- ▶ [IHSA Scholastic Recognition Certificate Program](#)
- ▶ [IHSA Distinguished Service Award](#)
- ▶ [NFHS Hall of Fame](#)
- ▶ [NFHS State Coaches of the Year](#)
- ▶ [NFHS National Coaches of the Year](#)
- ▶ [NFHS Citation Award](#)
- ▶ [NFHS Officials of the Year](#)

Sports Medicine

Eligibility, Contracts, Maps, etc.

IHSA Graphics

IHSA Calendar by Weeks

Digital Tickets (Public Purchase)

State Programs (Digital & Hardcopy Orders)

IHSA School Center

<https://center.ihsa.org>



ILLINOIS HIGH SCHOOL
ASSOCIATION

Key Areas of the School Center

The school center is the road map for a successful and compliant season.

- **Sport & Activity Tracker**
 - Enter your school into a particular sport or activity before the deadline
 - Check deadlines for list of participants, coach data forms, etc.
 - Check compliance for coaches
- **Staff Responsibilities & Logins**
 - Create logins for new staff members
 - Remove logins for departing staff
 - Add additional responsibilities to coaches
 - Check compliance
- **Other Areas**

Sport & Activity Tracker

Entering your program

IHSA Sport & Activity Tracker

TRACKER: [Action items only](#) | [Fall sports](#) | [Winter sports](#) | [Spring sports](#) | [Activities](#) | [All sports & activities](#)
[Entry form](#) | [Coop teams](#) | [Emerging sports & activities](#) | [Participation summary](#) | [Ratings summary](#)

This page tracks the progress your sport and activity programs have made in completing items required for IHSA State Series.
Red cells indicate action items. It is your responsibility to **get the red out!**

Now is the time to enter your programs in IHSA state series for the upcoming school term.

To access the program entry form

FALL SPORTS

Boys Cross Country	already entered: Team entry	Entry Deadline: Aug 29, 2022
Boys Golf	already entered: Team entry	Entry Deadline: Aug 29, 2022
Boys Soccer	entry not required: another school hosts the coop	Entry Deadline: Aug 29, 2022
Football	already entered: Team entry	Entry Deadline: Aug 29, 2022
Girls Cross Country	already entered: Team entry	Entry Deadline: Aug 29, 2022
Girls Golf	already entered: Team entry	Entry Deadline: Aug 29, 2022
Girls Swimming & Diving	<input type="radio"/> Team entry <input type="radio"/> Individual entry or entries ONLY	Entry Deadline: Aug 29, 2022
Girls Swimming for Athletes with Physical Disabilities	<input type="radio"/> Individual entry or entries	Entry Deadline: Sep 29, 2022
Girls Tennis	<input type="radio"/> Team entry <input type="radio"/> Individual entry or entries ONLY	Entry Deadline: Aug 29, 2022
Girls Volleyball	already entered: Team entry	Entry Deadline: Aug 29, 2022
Girls Wrestling	<input type="radio"/> Team entry	Entry Deadline: Nov 2, 2022

Click the radio button to enter the selected program into the **state series**

If you have girls wrestling, you must enter as "Team" even if you have 1 participant.

Sport & Activity Tracker

Checking deadlines, managing sports and activities, and “getting the red” out.

Participation Survey – Day 5

Open / close automatically on listed date

IHSA Sport & Activity Tracker						
TRACKER: Action items only Fall sports Winter sports Spring sports Activities All sports & activities Entry form Coop teams Emerging sports & activities Participation summary Ratings summary						
This page tracks the progress your sport and activity programs have made in completing items required for IHSA State Series. Red cells indicate action items. It is your responsibility to get the red out!						
Now is the time to enter your programs in IHSA state series for the upcoming school term.						
BOYS GOLF	Status of Head Coach	Status in IHSA State Series	Status of Program	Online Forms	Rating of Officials	Documents, Printed Forms and Other Information
	██████████	team entry has been received	status OK if rules video is viewed by deadline	Participation Survey should be submitted on fifth day of practice		
Class 1A	coaching qualification: ISBE certification	you may withdraw without penalty on or before 9/21	head coach has not viewed rules video deadline is 9/13	List of Participants opens 8 am on 9/7 deadline is midnight on 9/21		
	PES exam - 1/27/10 CON exam needed					
email task reminder to coach	hate speech & harassment video - 8/9/21	deadline for registering to play up is 9/1				Case situations Most recent: 280 days ago

Open / close automatically on listed date

BOYS CROSS COUNTRY	Status of Head Coach	Status in IHSA State Series	Status of Program	Online Forms	Rating of Officials	Documents, Printed Forms and Other Information
	██████████	team entry has been received	status OK if rules video is viewed by deadline	Participation Survey should be submitted on fifth day of practice	Top 15 List needs to be updated, last submitted 94 months ago	
Class 1A	coaching qualification not listed	you may withdraw without penalty on or before 10/18	head coach has not viewed rules video deadline is 9/13	List of Participants opens 8 am on 9/19 deadline is midnight on 10/17		
	PES exam needed CON exam needed					
email task reminder to coach	hate speech & harassment video needed	deadline for registering to play up is 9/1		Coach Data Form opens 8 am on 9/19 deadline is midnight on 10/17		

Staff Responsibilities and Logins

Managing coaches, staff members, and compliance

View / Remove Positions

Logins, delete, reset passwords

View Staff Compliance

Add / Remove Survey Members

Add New Staff

Staff Compliance

[Staff responsibilities](#) | [Staff logins & roster](#) | [Staff compliance](#) | [Advisory committee survey](#) | [add staff member](#)

Every athletic coach at your school, whether an employee or a volunteer, must meet the certification requirements spelled out in IHSA By-Law 2.070 and must pass an examination on performance-enhancing substances.

In addition, state law requires that **every athletic coach, athletic director, and marching band director** pass a Concussion Management Program examination every two years. For ease of administration, the IHSA requires that an individual must successfully complete the exam every two school terms.

This table shows the status of personnel on your roster. If someone is not listed here, [add the person to your roster](#) and assign the appropriate position.

NOTE: The only requirement for athletic directors, marching band directors, and sideline cheer and dance coaches is the concussion exam.

Staff Responsibilities and Logins

Two distinct sections: in compliance & not in compliance

Not in compliance

Status	Name	Responsibility	Concussion Exam Passed	Hate Speech & Harassment Video Watched	PES Exam Passed	Coaching Qualification (if the background is pink, click a link to update)
not in compliance		Head Coach				ISBE certification ASEP, NFHS, or other course student teacher retired teacher or coach other
not in compliance		Head Coach	5/17/2021	1/28/2022	12/26/2010	ISBE certification
not in compliance		Marching Band Director				
not in compliance		Assistant Coach	8/14/2018		8/15/2014	ASEP, NFHS, or other IHSA-approved course
not in compliance		Assistant Coach	8/8/2018		8/8/2018	ISBE certification
not in compliance		Head Coach	9/15/2017		9/15/2017	ISBE certification

Staff Responsibilities and Logins

Two distinct sections: in compliance & not in compliance

In compliance (No shaded color)

Status	Name	Responsibility	Concussion Exam Passed	Hate Speech & Harassment Video Watched	PES Exam Passed	Coaching Qualification
in compliance		Head Coach	1/28/2022	2/4/2022	4/23/2015	ISBE certification
in compliance		Assistant Coach	2/4/2022	1/28/2022	8/20/2019	ISBE certification
in compliance		Assistant Coach	1/10/2022	1/29/2022	1/9/2015	ASEP, NFHS, or other IHSA-approved course
in compliance		Head Coach	11/3/2021	11/3/2021	12/13/2015	ASEP, NFHS, or other IHSA-approved course
in compliance		Assistant Coach	2/4/2022	2/4/2022	1/29/2014	ISBE certification
in compliance		Assistant Coach	8/16/2021	2/16/2022	2/6/2014	ISBE certification
in compliance		Head Coach	11/1/2021	11/1/2021	8/8/2016	ASEP, NFHS, or other IHSA-approved course
in compliance		Head Coach	8/3/2021	1/28/2022	4/12/2021	ISBE certification
in compliance		Assistant Coach	1/31/2022	1/31/2022	1/31/2022	ISBE certification
in compliance		Head Coach	7/15/2021	8/5/2021	8/7/2017	ISBE certification
in compliance		Head Coach	7/12/2021	8/9/2021	4/30/2010	ISBE certification

Staff Responsibilities and Logins

Removing Staff / Reset password – Click Staff logins & roster

	Login ID		Name	Last Login	Email	
delete		jobs				send new password
delete		jobs		5/16/2022 9:37:20 am		send new password
delete		jobs		5/18/2022 6:59:21 pm		send new password
delete		jobs		2/18/2022 8:27:55 pm		send new password

Remove from School

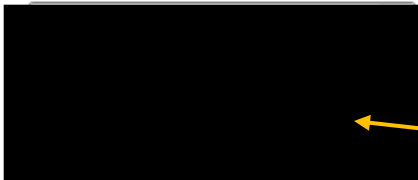
Add/Remove Roles

Click Name To Update Personal Information

Sends Password Reset Email

Staff Responsibilities and Logins

Add Staff member

Follow the steps.		
First, select a responsibility	Select a responsibility for the new staff member. If the person has more than one responsibility at your school, you'll be able to add more after the login is created.	<input type="text" value="Assistant Athletic Coach"/>
Then, assign someone from your staff roster...	If you would like to assign someone from your current roster to this position, select from the list and click the button.	 <input type="button" value="Assign this person to"/>
Or add someone new	If you'd like to add a person who is not on your current roster, type the first and last name and we'll perform a search to see if the person already has a login ID. You may type a partial first name (along with the complete last name) to find variant spellings.	First name <input type="text"/> Last name <input type="text"/> <input type="button" value="Search for this person"/>

Choose role

IF, existing staff member, choose from list.

IF, new staff member, enter their name, and click search

Staff Responsibilities and Logins

When adding a new staff member, review the matches:

Follow the steps.		
Add a person from this list?	To the right is a list of people who have worked at other schools and may be the person you are looking for. If you see the correct name on the list, select it and click the button to add the name. The person will receive an email indicating that he or she has been added to your roster.	<p><input type="radio"/> B9876 John Smith, Dunlap</p> <p><input type="radio"/> C9876 John Smith, Farmington</p> <p>Add selected staff member from another school</p>
Or create a new login for this person?	If you can't find the person in the list, you'll need to create a login ID for your staff member. Please specify an email address and click the button. A login ID and password and some instructions will be emailed to this address.	<p>John Smith</p> <p>Email address: <input type="text"/></p> <p>Add new staff member</p>

Staff Members
Choose carefully.
Click Add

IF, NEW staff member to the **IHSA**, enter their email address and click add new staff member.

*If a coach has multiple ID's / duplicates, contact the IHSA and we can merge the records together. This will create a single record for compliancy, historical records, etc.

IHSA State Series Hosting

Hosting Tournaments includes Manager Manuals, Participants, Financial Reports, etc.

IHSA State Series Hosting					
IHSA State Series hosting ScoreZone Financial reports Host availability survey Facilities survey					
<p>This page contains links necessary to run the IHSA State Series event your school is hosting. As tournament manager, you should visit this page often to make sure you have the information you need. After the event is complete, you must fill out the required forms promptly and submit them to the IHSA Office.</p>					
	Manuals (PDF)	Assigned Officials	List of Participants	Results Report	Financial Report
Girls Tennis Class 1A Sectional	School & Manager's Manual & Forms	--	list of head coaches (Excel) list of participants (RTF)	Winner Report	submit financial report
Boys Soccer Class 2A Regional	School & Manager's Manual & Forms	not yet posted	--	ScoreZone	financial report being updated please check back at a later date
Boys Cross Country Class 1A Regional	School & Manager's Manual & Forms	not yet posted	list of head coaches (Excel) list of participants (Hy-Tek, right-click and "save link as...")	Use Athletic.net for results	submit financial report
Girls Cross Country Class 1A Regional	School & Manager's Manual & Forms	not yet posted	list of head coaches (Excel) list of participants (Hy-Tek, right-click and "save link as...")	Use Athletic.net for results	submit financial report
Girls Volleyball Class 2A Regional	School & Manager's Manual & Forms	not yet posted	--	ScoreZone	financial report being updated please check back at a later date

Assigned Officials: For sports with officials, a list will be provided to you in advance of the event.

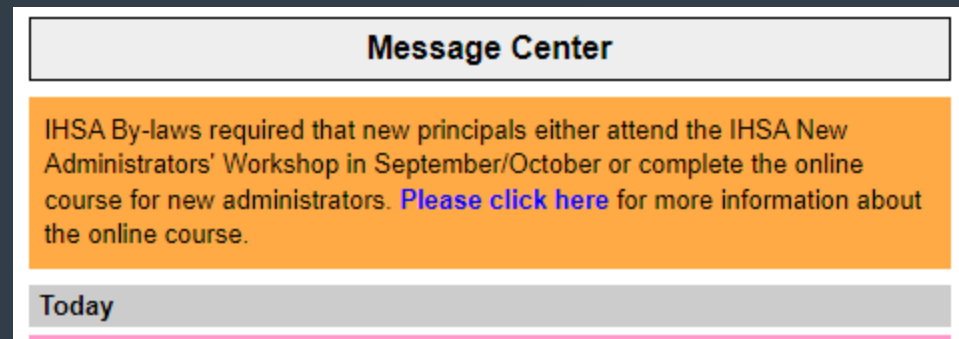
List of Participants: For individual sports and some team sports, a file will be provided to you after the List of Participants deadline has passed.

Winner Report: Should be submitted immediately after the end of the tournament, meet, or contest. For a sport with a series of events, such as swimming or track, the report may be filled in and resubmitted after each event.

Financial Report: Should be submitted within 10 days of the event.

New Principal Rules Video

IHSA By-laws required new principals either attend the NAW or complete the online course.



The screenshot shows a 'Message Center' notification box. The title 'Message Center' is in a grey header. The main text is on an orange background and reads: 'IHSA By-laws required that new principals either attend the IHSA New Administrators' Workshop in September/October or complete the online course for new administrators. Please click here for more information about the online course.' Below the text is a grey bar with the word 'Today' on the left.

* Online course is available on the right side under Message Center. It will disappear once credit is issued, or course is taken.

Other Key Areas

T	Sport & Activity Tracker	L	Staff Responsibilities & Logins
I	School Information & Facility Maps	E	Eligibility Requests & Rulings
V	Voting & Town Meetings	R	Reports - Special/SAWA Concussion & Yellow Cards
H	IHSA State Series Hosting & ScoreZone		
O	Officials & Body Fat Testers	D	Open Dates
PES	Performance-Enhancing Substance Program	CON	Concussion Risk Program
HSB	Hate Speech & Harassment Policy Video	A	Accommodations for Students with Disabilities
!	All-Time Records	S	Student Recognition
W	Webinars	F	Forms & Other Resources
P	Personal Information		

Basic school information

Submit Eligibility / Transfer / Foreign Exchange Requests

Submit Special Reports, Concussion, Hate Speech

Post Season Hosting Area

Officials Directory

Need to find a game?

Compliance (You)

Forms, Directories, Insurance, Etc.

Facility Updates
Hosting

Message Center

If you're interested in hosting IHSA State Series events, now is a good time to revisit your [facilities](#) and [host availability](#) surveys.

No recent headlines.